

## Instructions: Please fill out the request completely

1. A Distributor may apply to change the Sponsor and/or Placement of itself or a personally Sponsored Distributor, subject to the limitations described below.
2. Distributor is permitted only one Sponsor change and one Placement change as described herein, and the respective change will be final. Because of the need to maintain the integrity of Downline Organizations, a Sponsor/Placement change may not be feasible.
3. A fee of thirty five dollars (\$35 USD or equivalent local currency) will be charged for each Sponsor/Placement change request submitted. This fee will be charged even if the request is rejected by the Company. Change-request forms must be completed and received at the Company by 5 p.m. Mountain Time [-7 UTC Standard and -6 UTC Mountain Daylight Time) on the 20th day of the month. Requests received after this deadline will be processed for the following month. A discounted fee of twenty five dollars (\$25 USD or equivalent local currency) will apply to all Sponsor/Placement changes submitted and received at the Company by 5 p.m. Mountain Time [-7 UTC Standard and -6 UTC Mountain Daylight Time) on the 15th day of the month.
4. A current and accurate Distributor Agreement and Statement of Beneficial Interest, if applicable, must be on file for all Distributors requesting a Sponsor/Placement change.
5. Placement Change Process. A Distributorship may be moved to a new position in the Downline Organization of its immediate Placement if its Distributor obtains the written authorization of the original Sponsor and the Distributor itself, provided that: 1) the move is within ninety (90) days from the Date of Sign-up; 2) the move is three (3) levels or less below its current Placement; and 3) the Distributor's Downline Organization has not surpassed 2,500 in monthly group Volume.
6. Moving Up. A Distributorship may be moved to a new Placement Upline provided it obtains written authorization from each Distributorship it moves above in Placement. Likewise, A Distributorship may be moved Upline to a new Sponsor provided its Distributor obtains written authorization from each Distributorship it moves above in Sponsorship.
7. Sponsor Change Process. A Distributorship may be moved to a new Sponsor within its original Sponsor's Downline Organization if the Distributor obtains the written authorization of the original Sponsor, provided that: 1) the move is within six (6) months from the Date of Sign-up; and 2) the Distributor has not reached the Title of 20K.
  - All Sponsor/Placement Change Requests must include an amended Distributor Agreement which reflects the new Sponsor or Placement.
  - The Company is not responsible for incomplete, incorrect, or lost requests.
  - All changes will be made upon approval by the Distributor Education & Conduct Department. Changes in Sponsor or Placement may affect commissions and/or qualifications.

## Distributor Requesting the Change

Name: \_\_\_\_\_  
 Distributor ID: \_\_\_\_\_  
 Date: \_\_\_\_\_

Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

## Distributor to be Changed

Name: \_\_\_\_\_  
 Distributor ID: \_\_\_\_\_  
 Current Volume: \_\_\_\_\_

Enrollment Date: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Signature: **X** \_\_\_\_\_

## XanGo Records Currently List

as Sponsor: \_\_\_\_\_  
 Sponsor ID: \_\_\_\_\_  
 Signature: **X** \_\_\_\_\_

as Placement: \_\_\_\_\_  
 Placement ID: \_\_\_\_\_

## Requested Change: Include only the requested Sponsor and/or Placement as applicable.

Sponsor: \_\_\_\_\_  
 ID: \_\_\_\_\_

Placement: \_\_\_\_\_  
 ID: \_\_\_\_\_

## Distributor to Bill: \_\_\_\_\_

Payment Method:  
 Check / Money Order: \$ \_\_\_\_\_  
 Credit Card: \_\_\_\_\_  
(Visa/Mastercard/Discover/American Express/JCB)  
 Name on the Card: \_\_\_\_\_

## Distributor ID: \_\_\_\_\_

Number: \_\_\_\_\_  
 Expiration: \_\_\_\_\_  
 Signature: **X** \_\_\_\_\_

The above change is being requested, pending proper authorization and approval by the Distributor Education & Conduct Department, according to current Company Policies and Procedures. Each party, whose signature appears on this form, agrees to the change and to the consequences that may follow. Each party is representing itself or is certifying that it is authorized to sign on behalf of the individual or entity indicated. In accepting this form, Company is not agreeing to make all requested changes.

Office Use Only:
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